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6 MAY 1963

MEMORANDUM FOR: Deputy Director (Support)

SUBJECT : Current Interest Items

1. Academy Referral:

[REDACTED] of the Air Force Academy, has been offered appointment in the JOT program at GS-7 subject to successful completion of field investigation. He has been cleared medically and had satisfactory polygraph results. [REDACTED] has advised us that he would take our offer under consideration and notify us of his decision.

2. Special Detail of Stenotypist to Security

[REDACTED] has briefed us on the need for assigning a reporter-qualified stenotypist to [REDACTED] shop by Wednesday, 8 May. [REDACTED] has been detailed to this job until we can recruit and clear a suitable candidate. There appears to be doubt at this time as to whether the actual requirement is for a well-qualified stenotypist perhaps for a skilled and intelligent typist or, perhaps, for a person qualified to take high-speed dictation through some other means, such as the steno-mask or shorthand. However, further investigation of the specific capability required and the observations of [REDACTED] over the period of her detail should help to define the requirement with more precision and establish the alternative means of filling it on a continuing basis. In the meantime, we have identified an apparently qualified shorthand writer and stenotypist among our current applicants and will put a priority on her processing. (This candidate is [REDACTED] the wife of a JOT candidate now in process. She has an AB in political science and indicates a shorthand dictation speed of 140 words per minute plus the current completion of a reporting course using the stenograph machine.)

4. Insurance Benefits - Additional Coverage for X-Rays

Under our present contract with Mutual of Omaha, only those x-rays which are taken at hospitals or specified clinics can be reimbursed under our hospitalization policy. We have recently explored with Mutual the possibility of covering any x-rays taken. The answer was that the premium cost for such an extension would be 13¢ per month to single-plan policy-holders and more than twice that amount for policy-holders under a family plan. Consequently, the GEHA Board has voted against amending the contract to include this additional coverage.

5. Insurance Benefits - Psychiatric Coverage

You will recall the memorandum from the Executive Director and our response concerning the fact that GHI, although offering overall psychiatric

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NO CHANGE IN CLASS. ☐

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benefits less than those under our GEHA plan, had a more generous benefit than GEHA with specific reference to the number of out-patient psychiatric consultations which could be covered. Based on experience to date, extension of the GHI type of coverage to present GEHA coverage would be advantageous to a little more than 150 policy-holders. We have asked Mutual of Omaha for an estimate of the premium increase, if any, which would be required to provide the GHI out-patient coverage under our contract but do not yet have an answer.

6. Herter Committee Report

a. Points of Contact: At present, the Agency has four points of contact with State in connection with the Herter report:

(1) Mr. Kirkpatrick is in touch with Mr. Orrick who chairs the Interagency Executive Committee with overall responsibility for action on the report.

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(2) [REDACTED] through his liaison relationship with the Director of Intelligence and Research at State, has established a liaison channel concerning the action to be taken generally and the progress of the various task forces.

(3) I have kept in touch with Herman Pollack, Chairman of the Steering Committee which was established to coordinate the various task forces and staff groups working on the report.

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(4) [REDACTED] Chief of our Plans and Review Staff, has been in regular contact with Arthur Jones, Executive Secretary for the Steering Committee.

b. Present Status: As matters now stand, the Executive Committee has ceased to function; it has not met in recent weeks nor are there any plans for future meetings. Further, the Steering Committee, having received the reports of the various task forces, has apparently ceased to function as such. (We are obtaining copies of these various reports and staff papers and shall report further on anything of significance in them.) Through our informal contacts with Mr. Pollack and Mr. Jones, it is our impression that further action on the Herter Committee recommendations will stem from unilateral action by the agencies concerned to effect minor improvements which were suggested by the report but which, our unofficial contacts tell us, would have been brought about anyway. According to the best information we can get through informal means, there is no intention of adopting the major recommendations of the report. We shall, of course, continue to keep in touch with this matter and advise you of important developments. As action on the report is progressing, however, we do not consider additional or more formal liaison relationships to be necessary.

7. Credit Union

As a result of recent reviews of credit union activity with respect to delinquent loans, we are instituting a procedure whereby delinquencies in which routine Credit Union follow-up is not effective will be officially

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reported to the Agency. In addition, the Treasurer of the Credit Union is personally handling the follow-up on a number of delinquent loans which were noted by the Federal examiner as requiring attention.

8. Retirement Legislation

A draft briefing book was completed last week but we have decided, as a result of further discussions with the Legislative Counsel, that additional material should be put in order before this book is forwarded. Specifically, we feel that the presentation of illustrative case studies previously included must be improved and that cost data on the various benefits covered in the proposed Title I amendments (non-retirement items) must be covered. and I have met with [REDACTED] on the case study material and he has designated two experienced operations officers to develop additional material which will dramatize the circumstances of our overseas assignments. We are scheduled to meet with [REDACTED] of the Comptroller's office on the refinement of cost data on non-retirement items early in the week of 6 May. It has also been decided to include more explanatory text regarding the non-retirement provisions of the bill in the formal statement of justification and explanation and the remarks prepared for oral use are being reworked for this purpose. We estimate that all material other than the case studies and the cost data will be ready for use before 10 May. However, it appears that introduction of the bill and scheduling of hearings will take place at an indefinite future date.

9. Consultant Fees

We are developing a proposal for legislative amendment of Section 303(a) of the National Security Act of 1947 which limits the fee of consultants engaged by the Agency to \$50 per day or per consultation. A number of agencies have obtained authority to pay higher fees through various pieces of legislation. In fact, the general authority of PL 600 to pay the equivalent of GS-15 now exceeds that figure. Although we have managed to keep pace through the flexibility afforded by the special authorities of PL 110, we feel that the Agency should obtain clear legislative authority to pay higher rates. (We propose that this be accomplished by deleting the present dollar limit stated in the National Security Act.)

10. Quality Step Increases

In addition to the three cases previously reported, quality step increases have been approved in seven new cases. Six of these were in DD/I offices and one in DD/P. The grade spread was from GS-7 to GS-14, however four were at GS-12; two were at GS-14 and one at GS-7. Three of the GS-12's were female Contact Officers [REDACTED] who have excellent records of service and each of whom has established special skill in dealing with a particular aspect of her job. We shall continue to review

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each of these nominations carefully to ensure that they are in consonance with the general standards prescribed in [REDACTED] I talked with the Personnel Officers of DD/I, DD/P, and DD/R concerning quality step increases on 2 May and believe that this might be a suitable subject for a brief presentation at a senior staff meeting.

/s/ Emmett D. Echols

Emmett D. Echols
Director of Personnel

Distribution:

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